



Departmental Quarterly Performance Report

**Department Environmental Resources Management
(DERM)**

**FY 2003-04
Quarter 1**

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Reporting Period: Quarter 1 for FY 2003-04

<p>MAJOR PERFORMANCE INITIATIVES Describe Key Initiatives and Status</p> <p>Purpose: DERM Mission</p> <p>The Department of Environmental Resources Management is responsible for protecting, restoring, enhancing, conserving, and managing the air, water, and land resources of Miami Dade County for the health, safety, and enjoyment of present and future residents and visitors.</p>	<p>Check all that apply</p> <p><input checked="" type="checkbox"/> <i>Strategic Plan</i> <input checked="" type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input type="checkbox"/> <i>Audit Response</i> <input type="checkbox"/> <i>Other</i> _____ (Describe)</p>												
<p>Strategic Area: Provide safe, quality neighborhoods</p> <p>NU1-2: Protection of viable agriculture and environmentally sensitive lands</p> <p>TASKS/ACTIVITIES/PROGRAMS:</p> <p>ENSURE THROUGH EFFICIENT REVIEW OF PLANS THAT LAND USE AND DEVELOPMENT WITHIN MIAMI-DADE COUNTY COMPLIES WITH THE ENVIRONMENTAL PROTECTION CODE.</p> <table border="1"> <thead> <tr> <th>Performance Measures</th> <th>Prior FY 03 Actual</th> <th>FY 04 Target</th> <th>1st Qtr</th> </tr> </thead> <tbody> <tr> <td># OF PLANS REVIEWED</td> <td>49,297</td> <td>45,000 *</td> <td>13,166</td> </tr> <tr> <td>% OF PLANS REVIEWED ON SCHEDULE</td> <td>97%</td> <td>98%</td> <td>97%</td> </tr> </tbody> </table> <p>* Incorporations are expected to reduce plan review workloads to some extent.</p>	Performance Measures	Prior FY 03 Actual	FY 04 Target	1st Qtr	# OF PLANS REVIEWED	49,297	45,000 *	13,166	% OF PLANS REVIEWED ON SCHEDULE	97%	98%	97%	<p><input checked="" type="checkbox"/> <i>Strategic Plan</i> <input checked="" type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input type="checkbox"/> <i>Audit Response</i> <input type="checkbox"/> <i>Other</i> _____ (Describe)</p>
Performance Measures	Prior FY 03 Actual	FY 04 Target	1st Qtr										
# OF PLANS REVIEWED	49,297	45,000 *	13,166										
% OF PLANS REVIEWED ON SCHEDULE	97%	98%	97%										
<p>Strategic Area: Provide safe, quality neighborhoods</p> <p>NU2-3: Well-trained, customer-friendly County workforce</p> <p>TASKS/ACTIVITIES/PROGRAMS:</p> <p>PROVIDE CUSTOMER SERVICE TRAINING TO ALL STAFF</p> <table border="1"> <thead> <tr> <th>Performance Measures</th> <th>Prior FY 03 Actual</th> <th>FY 04 Target</th> <th>1st Qtr</th> </tr> </thead> <tbody> <tr> <td>% OF STAFF HAVING RECEIVED CUSTOMER SERVICE TRAINING</td> <td>98%</td> <td>100%</td> <td>98%</td> </tr> </tbody> </table>	Performance Measures	Prior FY 03 Actual	FY 04 Target	1st Qtr	% OF STAFF HAVING RECEIVED CUSTOMER SERVICE TRAINING	98%	100%	98%	<p><input checked="" type="checkbox"/> <i>Strategic Plan</i> <input checked="" type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>ECC Project</i> <input checked="" type="checkbox"/> <i>Workforce Dev.</i> <input type="checkbox"/> <i>Audit Response</i> <input type="checkbox"/> <i>Other</i> _____ (Describe)</p>				
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Strategic Area: Provide safe, quality neighborhoods				<div><div><div><input checked="" type="checkbox"/> Strategic Plan</div><div><input checked="" type="checkbox"/> Business Plan</div><div><input type="checkbox"/> Budgeted Priorities</div><div><input type="checkbox"/> Customer Service</div><div><input type="checkbox"/> ECC Project</div><div><input type="checkbox"/> Workforce Dev.</div><div><input type="checkbox"/> Audit Response</div><div><input type="checkbox"/> Other</div></div><div>(Describe)</div></div>
NU3-1: Continuing supplies of quality drinking water to meet demand and protection of air quality				
TASKS/ACTIVITIES/PROGRAMS:				
1. PROVIDE TIMELY INSPECTIONS OF WATER TREATMENT FACILITIES				
2. REGULATE AND INSPECT BUSINESSES WITH POTENTIAL TO POLLUTE GROUND WATER				
3. TIMELY REVIEW DEVELOPMENT PLANS TO ENSURE WELLFIELD PROTECTION				
4. TIMELY INSPECTIONS OF FACILITIES WITH POTENTIAL TO POLLUTE THE AIR				
Performance Measures	Prior FY 03 Actual	FY 04 Target	1st Qtr	
# OF DRINKING WATER FACILITY INSPECTIONS	521	500	148	
% OF TIMELY INSPECTIONS	99%	95%	98%	
# OF PERMITTED BUSINESSES	7,017	7,500	424	
% OF TIMELY INSPECTIONS	90%	90%	93%	
# OF PLANS REVIEWED	49,297	45,000	13,166	
% OF PLANS REVIEWED ON SCHEDULE	97%	98%	97%	
# OF AIR EMISSION INSPECTIONS	3,222	3,500	878	
% OF AIR INSPECTIONS COMPLETED ON SCHEDULE	100%	100%	100%	

Strategic Area: Provide safe, quality neighborhoods				<div><div><div><input checked="" type="checkbox"/> Strategic Plan</div><div><input checked="" type="checkbox"/> Business Plan</div><div><input type="checkbox"/> Budgeted Priorities</div><div><input type="checkbox"/> Customer Service</div><div><input type="checkbox"/> ECC Project</div><div><input type="checkbox"/> Workforce Dev.</div><div><input type="checkbox"/> Audit Response</div><div><input type="checkbox"/> Other</div></div><div>(Describe)</div></div>
NU3-2: Restoration of county construction project site areas to original conditions in a timely manner				
TASKS/ACTIVITIES/PROGRAMS:				
ENSURE THAT NEIGHBORHOOD SITES IMPACTED BY CANAL DREDGING AND STORMWATER CONSTRUCTION PROJECTS ARE RESTORED WITHIN THE TIME ALLOCATED IN THE CONTRACT				
Performance Measures	Prior FY 03 Actual	FY 04 Target	1st Qtr	
% OF PROJECTS IN WHICH SITE RESTORED WITHIN CONTRACT PERIOD	N/A	90%	N/A *	
* Tracking system being established.				

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<div>Strategic Area: Provide safe, quality neighborhoods</div> <div>NU3-3: Preservation of wetlands and environmentally valuable uplands</div> <div>Tasks/Activities/Programs:<div>1. ACQUIRE ENVIRONMENTALLY ENDANGERED LAND</div><div>2. TIMELY PROCESS COMPLETE APPLICATIONS FOR REDUCED PROPERTY ASSESSMENTS FOR ENVIRONMENTALLY ENDANGERED LAND</div><div>3. REQUIRE MITIGATION TO OFFSET THE LOSS OF WETLANDS THROUGH FILLING AT THE RATIO OF AT LEAST 1 ACRE CREATED FOR EVERY ACRE FILLED</div></div> <table><thead><tr><th>Performance Measures</th><th>Prior FY 03 Actual</th><th>FY 04 Target</th><th>1st Qtr</th></tr></thead><tbody><tr><td>ACRES OF LAND ACQUIRED</td><td>805</td><td>500</td><td>32</td></tr><tr><td>% OF TAX EXEMPTION APPLICATIONS PROCESSED ANNUALLY</td><td>N/A</td><td>100%</td><td>100%</td></tr><tr><td>RATIO OF ACRES OF WETLANDS CREATED TO WETLANDS FILLED</td><td>1.7</td><td>1.5</td><td>1.5</td></tr></tbody></table>	Performance Measures	Prior FY 03 Actual	FY 04 Target	1st Qtr	ACRES OF LAND ACQUIRED	805	500	32	% OF TAX EXEMPTION APPLICATIONS PROCESSED ANNUALLY	N/A	100%	100%	RATIO OF ACRES OF WETLANDS CREATED TO WETLANDS FILLED	1.7	1.5	1.5	<div><div><div><div><div><div>✓</div><div>Strategic Plan</div></div><div><div>✓</div><div>Business Plan</div></div><div><div>___</div><div>Budgeted Priorities</div></div><div><div>___</div><div>Customer Service</div></div><div><div>___</div><div>Workforce Dev.</div></div><div><div>___</div><div>ECC Project</div></div><div><div>___</div><div>Audit Response</div></div><div><div>___</div><div>Other</div></div></div><div>(Describe)</div></div></div></div>
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ACRES OF LAND ACQUIRED	805	500	32														
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RATIO OF ACRES OF WETLANDS CREATED TO WETLANDS FILLED	1.7	1.5	1.5														
<div>Strategic Area: Provide safe, quality neighborhoods</div> <div>NU4-1: Resident & business voluntary compliance with County codes</div> <div>Tasks/Activities/Programs:<div>1. CREATE PUBLIC EDUCATION EVENTS TO FACILITATE COMPLIANCE WITH ENVIRONMENTAL REQUIREMENTS</div><div>2. REVIEW AND REFORMAT CHAPTER 24 MDCC FOR ACCURACY AND CLARITY</div></div> <table><thead><tr><th>Performance Measures</th><th>Prior FY 03 Actual</th><th>FY 04 Target</th><th>1st Qtr</th></tr></thead><tbody><tr><td># OF EVENTS</td><td>121</td><td>100</td><td>21</td></tr><tr><td>CHAPTER 24 REVISED</td><td>Staff Review</td><td>BCC Action</td><td>Code Implemented</td></tr></tbody></table>	Performance Measures	Prior FY 03 Actual	FY 04 Target	1st Qtr	# OF EVENTS	121	100	21	CHAPTER 24 REVISED	Staff Review	BCC Action	Code Implemented	<div><div><div><div><div><div>✓</div><div>Strategic Plan</div></div><div><div>✓</div><div>Business Plan</div></div><div><div>___</div><div>Budgeted Priorities</div></div><div><div>___</div><div>Customer Service</div></div><div><div>___</div><div>Workforce Dev.</div></div><div><div>___</div><div>ECC Project</div></div><div><div>___</div><div>Audit Response</div></div><div><div>___</div><div>Other</div></div></div><div>(Describe)</div></div></div></div>				
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CHAPTER 24 REVISED	Staff Review	BCC Action	Code Implemented														

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Strategic Area: Provide safe, quality neighborhoods				<input checked="" type="checkbox"/> <i>Strategic Plan</i>
NU4-2: Timely identification and remediation of nuisances, including unsafe structures				<input checked="" type="checkbox"/> <i>Business Plan</i>
TASKS/ACTIVITIES/PROGRAMS:				<input type="checkbox"/> <i>Budgeted Priorities</i>
1. RESPOND TO SANITARY NUISANCE COMPLAINTS WITHIN 24 HOURS				<input type="checkbox"/> <i>Customer Service</i>
2. RESPOND TO GENERAL ENVIRONMENTAL COMPLAINTS WITHIN 48 HOURS				<input type="checkbox"/> <i>Workforce Dev.</i>
3. PROCESS COMPLAINTS TO COMPLETION				<input type="checkbox"/> <i>ECC Project</i>
				<input type="checkbox"/> <i>Audit Response</i>
				<input type="checkbox"/> <i>Other</i> _____
				(Describe)
Performance Measures	Prior FY 03 Actual	FY 04 Target	1st Qtr	
# OF SANITARY NUISANCE COMPLAINTS	668	680	160	
% RESPONDED TO WITHIN 24 HOURS	92%	92%	92%	
# OF GENERAL ENVIRONMENTAL COMPLAINTS	3,791	3,500	989	
% RESPONDED TO WITHIN 48 HOURS	89%	89%	90%	
% OF COMPLAINTS PROCESSED TO COMPLETION	100%	100%	100%	

Strategic Area: Provide safe, quality neighborhoods				<input checked="" type="checkbox"/> <i>Strategic Plan</i>
NU4-3: Consistent interpretation and application of code enforcement practices				<input checked="" type="checkbox"/> <i>Business Plan</i>
TASKS/ACTIVITIES/PROGRAMS:				<input type="checkbox"/> <i>Budgeted Priorities</i>
1. PROVIDE TECHNICAL TRAINING TO STAFF				<input type="checkbox"/> <i>Customer Service</i>
2. PROCESS ENFORCEMENT CASES WITHIN PRESCRIBED TIMEFRAMES				<input checked="" type="checkbox"/> <i>Workforce Dev.</i>
3. CONDUCT FORMAL REVIEW OF CHAPTER 24 AT LEAST EVERY 3 YEARS				<input type="checkbox"/> <i>ECC Project</i>
				<input type="checkbox"/> <i>Audit Response</i>
				<input type="checkbox"/> <i>Other</i> _____
				(Describe)
Performance Measures	Prior FY 03 Actual	FY 04 Target	1st Qtr	
HOURS OF TRAINING	4,088	4,000	1,450	
% OF CASES COMPLETED ON SCHEDULE	95%	95%	94%	
FORMAL REVIEW OF CHAPTER 24	Yes			

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<p>Strategic Area: Provide safe, quality neighborhoods</p> <p>NU5-1: Neighborhood and rights-of-way aesthetics that foster and enhance quality of life</p> <p>TASKS/ACTIVITIES/PROGRAMS:</p> <p>1. GIVE AWAY TREES FOR RESIDENTS TO PLANT (ADOPT-A-TREE)</p> <p>2. CONDUCT PUBLIC EDUCATION OUTREACH EVENTS</p>				<p> <input checked="" type="checkbox"/> <i>Strategic Plan</i> <input checked="" type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Audit Response</i> <input type="checkbox"/> <i>Other</i> _____ <i>(Describe)</i> </p>
<p>Performance Measures</p> <p># OF TREES DISTRIBUTED</p> <p># OF OUTREACH EVENTS</p> <p>* Special funding for events was available for FY 03 that is not available in FY 04.</p>	<p>Prior FY 03 Actual</p> <p>23,275</p> <p>121</p>	<p>FY 04 Target</p> <p>20,000</p> <p>100 *</p>	<p>1st Qtr</p> <p>6,609</p> <p>21</p>	
<p>Strategic Area: Provide safe, quality neighborhoods</p> <p>NU6-1: Improved neighborhood roadways, sidewalks, drainage, and reduced flooding</p> <p>TASKS/ACTIVITIES/PROGRAMS:</p> <p>1. DREDGE SECONDARY CANALS</p> <p>2. CONSTRUCT DRAINAGE IMPROVEMENT PROJECTS IN 2003-04</p> <p>3. EVALUATE FLOOD SITES</p>				<p> <input checked="" type="checkbox"/> <i>Strategic Plan</i> <input checked="" type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Audit Response</i> <input type="checkbox"/> <i>Other</i> _____ <i>(Describe)</i> </p>
<p>Performance Measures</p> <p># OF CANAL MILES DREDGED</p> <p># OF DRAINAGE PROJECTS CONSTRUCTED</p> <p># OF FLOOD SITES EVALUATED/YEAR</p>	<p>Prior FY 03 Actual</p> <p>39</p> <p>17</p> <p>N/A</p>	<p>FY 04 Target</p> <p>48</p> <p>17</p> <p>50</p>	<p>1st Qtr</p> <p>12</p> <p>4</p> <p>13</p>	

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<p>Capital Highlights</p> <p>Funding from CORF of \$969,000 is planned for FY 03-04 to provide local match funding for all Beach Renourishment Projects and the Miami River Dredging Project; the department will continue working with the USACOE and Office of management and Budget on timing and cash flow issues for these projects.</p> <p><i>Implementation:</i> <i>Ongoing</i> <i>Strategic Area:</i> <i>Protect and preserve our unique environment</i></p> <p><i>Status:</i> Initial planning and permitting is underway for a small scale renourishment of Miami Beach in the vicinity of 44th street on Miami Beach. Between 50,000 and 70,000 cubic yards of sand trucked from an inland source will be placed to alleviate chronic erosion in that area, and also mitigate minor erosion downdrift of the breakwater structures located at 32nd street. Construction is expected to occur in the Summer of 2004 unless sea turtle restrictions delay it until the fall.</p>	<div> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe) </div>
<p>Operational Highlights</p> <p>1. DERM will give out 20,000 trees for the Adopt-a-Tree Program funded by the State Tree Canopy Program during the summer of 2004; will give out an additional 20,000 trees during the summer of 2005.</p> <p><i>Implementation:</i> Summer, 2004 <i>Status:</i> Being Planned <i>Strategic Area:</i> Improve the Quality of Life for all County Residents</p>	<div> <input checked="" type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe) </div>
<p>2. The staff effort to simplify and reorganize the Environmental Protection Code is advancing. Completion of a reviewable draft of a reorganized version of Chapter 24 has been achieved, and review is in process. The final draft should be available for BCC action in the third quarter of the 2003-04 fiscal year.</p> <p>3. The Department's Website has been re-designed to be consistent with the County portal design and to include updated information that will make it substantially more useful to departmental customers and the general public.</p>	<div> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input checked="" type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe) </div>

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1. Strategic Planning Activities

- Departmental Strategic Planning Retreat occurred in Dec. 2003.
- Business Plan drafted for 2004-05.

2. Employee Participation Program

- Employees were directly involved with the annual strategic planning cycle, identifying issues to be considered for future action.
- The Director continued to meet with small groups of employees to solicit feedback on departmental operations
- At least two new-employee departmental orientation sessions were held to familiarize new employees with departmental procedures, customer service training, the history of the department, and the strategic plan

3. Training

of Employees

of Hours

Name of Class

during Oct. 1 – Dec. 31, 2003

Customer Service	10	40
Ethics	0	0
Harassment Prevention	0	0
Regulatory Requirements	16	208

Comments: Includes hazardous waste operations & emergency response, hazard communication, asbestos refresher, and safety training.

Supervisor Cert. Enroll & Self Tutorial	26	75
Job Skills for Staff	222	1127

Comments: Includes government interactions, code enforcement training, air management, storage tank detection, secretary certification, time management, computer training, administrative policies, etc.

☐ Strategic Plan
☐ Business Plan
☐ Budgeted Priorities
☐ Customer Service
☒ Workforce Dev.
☐ ECC Project
☐ Audit Response
☐ Other _____
 (Describe)

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Efficiencies

1. Implementation of the Electronic Data Management System continues at a rate consistent with the limited resources available. Day-forward scanning is now occurring within 5 divisions of the Department, and some backfile conversion has occurred, although the resources required to achieve full backfile conversion are not available. Eventually this project has the potential to save significant time by making files simultaneously available to multiple staff and electronically available to the public. Destruction of scanned files is not yet possible due to lack of Countywide procedure to certify scanning process.

ECC Project: # 361

2. Improved sustainability of Departmental and county operations are being achieved by continued use of digital cameras, a systematic effort to monitor the use of re-cycled paper, the acquisition of hybrid vehicles, and reviewing the feasibility of creating an internal carpool to maximize the use of departmental vehicles. The BCC authorized purchase of 100 hybrid vehicles which will decrease fuel usage and pollutant emissions.

ECC Project: # 871

3. An inspector deployment project is being implemented to increase the efficiency of the field inspection staff by 10% by reducing the number of trips made to the office. Inspections per day should increase and miles per inspection should decrease, making this approach more cost effective and more fuel efficient. Vehicles are being assigned on a 24 hour basis and data systems will be accessed from remote sites. Space requirements can be reduced accordingly. During this qtr 12 inspectors in 2 divisions worked from remote locations. An additional 6 inspectors from a 3rd division will deploy in the 2nd qtr of 2003-04. Some additional time was required to procure and train on computer tablets being used by inspectors, so performance data will be gathered in the new fiscal year. Delays were also experienced in completing 24 hour car assignments. We have seen to date more rapid complaint response and a larger share of complaints being handled by remotely-based inspectors.

ECC Project: # 722 and 869

☐ Strategic Plan
☐ Business Plan
☐ Budgeted Priorities
☐ Customer Service
☐ Workforce Dev.
☒ ECC Project
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☐ Other _____
 (Describe)

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<p>The acquisition of a new Environmental Enterprise Operating System (EEOS) to replace the existing outdated software is continuing on schedule, with the selected vendor having development staff on site in August. The final design and installation of this system will be a key to realizing the efficiencies made possible by field staff gaining remote access to the Department data bases. It will be a much more powerful operational and management tool than the old system. The system should be operational in approximately 18 months, with the first module being deployed in the 3rd qtr of this fiscal year.</p>	<p> <input type="checkbox"/> <i>Strategic Plan</i> <input type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Audit Response</i> <input checked="" type="checkbox"/> <i>Other</i> </p> <p>Department Initiative</p>
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PERSONNEL SUMMARY

A. Filled/Vacancy Report

NUMBER OF	Filled as of September 30 of Prior Year	Current Year Budget								
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
FULL-TIME POSITIONS	543	543	503	40						
PART-TIME POSITIONS	26	28	20	15						

* Public Safety Departments should report the sworn versus non-sworn personnel separately and Departments with significant part-time, temporary or seasonal help should report these separately.

Notes:

B. Key Vacancies:

Currently filling several key vacancies.

C. Turnover Issues:

Being able to attract and retain qualified technical staff including engineer, professional engineer, biologist and chemist

D. Skill/Hiring Issues:

Market demand for our technical field makes it difficult to remain competitive. Employee Relations Department is working with our department to address this issue.

E. Part-time, Temporary and Seasonal Personnel:

We have on hand 3 temporary positions (2 long-term), which are under review by management.

F. Other Issues:

None at this time

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FINANCIAL SUMMARY

Operating Budget: Revenue and Expenditure Activity	PRIOR YEAR Actual	CURRENT FY 2002-03							
		Total Annual Budget	Quarter		Year - to Date				
			Budget	Actual	Budget - YTD	Actual - YTD	\$ Variance	% of Annual Budget	Notes
<u>Revenues:</u>									
Utility Service Fee	16,887,991	17,460,000	4,365,000	13,889,402	4,365,000	13,889,402	9,524,402	80%	# 1
Oper Permit / Plan Review	11,734,271	11,900,000	2,975,000	2,798,276	2,975,000	2,798,276	-176,724	24%	
St Tag Fees for Air Quality	1,605,799	1,550,000	387,500	566,927	387,500	566,927	179,427	37%	# 2
Transfer from Aviation	743,666	1,016,000	254,000	0	254,000	0	-254,000	0%	# 3
Other Fund 03 Revenues	1,120,837	1,593,000	398,250	201,306	398,250	201,306	-196,944	13%	# 3
Transfer from Stormwater	9,704,220	11,827,000	2,956,750	2,350,282	2,956,750	2,350,282	-606,468	20%	
Grant Funding	7,882,966	7,100,000	1,775,000	789,620	1,775,000	789,620	-985,380	11%	# 4
Carryover	3,554,280	2,813,000	2,813,000	2,813,000	2,813,000	2,813,000	0	100%	
Total	53,234,030	55,259,000	15,924,500	23,408,813	15,924,500	23,408,813	7,484,313	42%	
<u>Expenditures:</u>									
Personnel	31,364,549	34,899,900	8,724,975	8,812,991	8,724,975	8,812,991	-88,016	25%	
Operating	15,378,794	17,947,900	4,486,975	3,201,062	4,486,975	3,201,062	1,285,913	18%	# 5
Capital	1,754,298	2,411,200	602,800	542,421	602,800	542,421	60,379	22%	
Total	48,497,641	55,259,000	13,814,750	12,556,474	13,814,750	12,556,474	1,258,276	23%	

Equity in pooled cash (for proprietary funds only)

Funds	Projected at Year-end as of				
	Prior Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
<u>General Fund Operating:</u>					
General Operating Project	4,053,443	3,204,993			
Litigation Trust Fund	21,571	25,000			
Other Fund 030 Projects	661,375	580,195			
Total	4,736,389	3,810,188			
<u>Capital Projects:</u>					
Endangered Lands	68,346,000	64,474,000			
Stormwater Utility	22,691,000	41,087,000			
Total	91,037,000	105,561,000			

Departmental Quarterly Performance Report
Department of Environmental Resources Management (DERM)
Reporting Period: Quarter 1 for FY 2003-04

Financial Comments:

(Explain variances, discuss significant in-kind services, provide status of aged receivables at 30-60-90-+ days and those scheduled for write-off, if applicable)

- # 1 - The 1st qtr variance relates to the collection from the Utility Service Fee (Municipalities) received during December.
- # 2 - These revenues are not received evenly throughout the year.
- # 3 - The journal entry transferring the revenue is done at the end of the year.
- # 4 - The 1st qtr variance relates to grant revenues that are received the month following each quarter.
- # 5 - The 1st qtr variance relates to expenditures expected to occur later in the year, i.e. transfers for County Admin. Reimb. and transfers to other departments.
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STATEMENT OF PROJECTION AND OUTLOOK

The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:

Notes and Issues:

(Summarize any concern or exception which will prohibit the Department from being within authorized budgeted expenditures and available revenues)

None.

DEPARTMENT DIRECTOR REVIEW

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

Signature

John W. Renfrow, P.E. , DERM Director

Date_____